



BOARD OF TRUSTEES
August 17, 2021
6:30 PM

Leeper Center, 3800 Wilson Avenue, Wellington, CO

Work Session Agenda

Individuals that attend the meeting in person and have not been fully vaccinated will be required to wear a face covering while in attendance.

The Zoom details below are for online viewing and listening only.

<https://us06web.zoom.us/j/83535259436?pwd=VVlPeEEvdWNpalkvMlVrbUpLcTJrQT09>

Passcode: 003628

Webinar ID: 835 3525 9436

Or One tap mobile :

US: +17207072699,,83535259436# or +12532158782,,83535259436#

Or Telephone:

US: +1 720 707 2699 or +1 253 215 8782 or +1 346 248 7799

A. ITEMS

1. Upcoming Procurement of Ozone Equipment for Water Treatment Plant

- Presentation: Dave Myer, Engineer

2. Board and Commission Discussion

- Presentation: Patti Garcia, Town Administrator

3. Non-residential/Commercial Water Rates

- Presentation: Patti Garcia, Town Administrator

4. Future Streets Projects and Budget Discussion

- Presentation: Cody Bird, Planning Director, Bob Growing, Director of Public Works, Judith Tippetts, Finance Director

The Town of Wellington will make reasonable accommodations for access to Town services, programs, and activities and special communication arrangements. Individuals needing special accommodation may request assistance by contacting at Town Hall or at 970-568-3380 ext. 110 at least 24 hours in advance.

Board of Trustees Meeting

Date: August 17, 2021
Submitted By: Dave Myer, Engineer
Subject: Upcoming Procurement of Ozone Equipment for Water Treatment Plant

- **Presentation: Dave Myer, Engineer**

EXECUTIVE SUMMARY

Wellington's water treatment plant expansion team will provide information to the Board regarding upcoming procurement of ozone equipment.

BACKGROUND / DISCUSSION

Taste and odor removal in the plant's expansion will be achieved with ozone followed by biologically active carbon filtration. Ozone is a powerful oxidizing agent which, when dissolved in water, produces a broad-spectrum biocide able to destroy a wide range of organic compounds and microorganisms. Ozone is a gas that is produced by equipment that subjects oxygen to high electric voltage.

Early procurement of ozone equipment was anticipated in the original scope of the plant's expansion, knowing it is a long lead item. Ozone manufacturer selection also has a significant impact on the size of building required and influences design details. Ozone equipment procurement will be led by the CMAR Contractor (HP-Hydro) using documents that include:

- Technical specification from Jacobs for the required ozone equipment performance parameters.
- Bid form with evaluation criteria that includes capital cost, power and chemical supply costs, and building footprint size.
- Bid price to be held until the dates anticipated for when formal purchase order (PO) will be issued, anticipated to be in Spring 2022.

The schedule for ozone equipment procurement is as follows:

- Early September: HP-Hydro advertises the ozone procurement package.
- Early October: Ozone bids received by HP-Hydro.
- Town staff selects the preferred bid and adds recommendation into the Board agenda packet.
- October or November Board meeting: Board approves ozone selection and cost.
- Late October: HP-Hydro issues Notice-of-Intent to selected manufacturer.
- November: Jacobs proceeds with design of ozone facility to the 60% level

HP-Hydro will issue an intent to purchase contingent upon the Town awarding the construction to HP-Hydro after receipt of the Guaranteed Maximum Price (GMP) in early 2022. This commits the Town to which ozone manufacturer will be used on the project, and commits the selected ozone manufacturer to their price and to providing information through the detailed design process. Any unforeseen changes in equipment requirements could result in amending the price bid for the ozone equipment. The ozone equipment will be tested at time of installation and start-up, but the full warranty testing will be performed when the raw water temperature and



conditions are most suitable for full testing. Specifically, the ozone equipment will be run through a series of performance tests during the summer of 2024 to confirm performance meets the values promised in their bid. If the equipment should consume more power or chemical than warranted, there is a financial penalty to the ozone manufacturer, payable to the Town. It is important to remember that more detailed information we give the vendors during the upcoming bids, the better chance we would have to enforce it.

STAFF RECOMMENDATION

None at this time.

ATTACHMENTS

None

Board of Trustees Meeting

Date: August 17, 2021
Submitted By: Patti Garcia, Town Administrator
Subject: Board and Commission Discussion

- **Presentation: Patti Garcia, Town Administrator**

EXECUTIVE SUMMARY

Various boards and commissions have been established throughout the years in Wellington. It is proper to review the purpose of those boards, requirements to be a member and the role of the Trustees on the individual boards. A quick review by staff of code sections and bylaws of the advisory boards have found many inconsistencies in language, responsibilities and requirements. This is an opportunity for the Trustees to have an open discussion related to the advisory boards for Wellington.

BACKGROUND / DISCUSSION

The purpose of most Advisory Boards is to help the organization gain new insights and advice to solve business problems or explore new opportunities by stimulating robust, high-quality conversations. The role of an Advisory Board is not to make decisions, but rather to provide current knowledge, critical thinking and analysis to increase the confidence of the decision-makers who represent the organization (Advisory Board Centre).

The Town currently has four active advisory boards/commissions: Board of Adjustments (BOA), Community Activities Commission (CAC), Parks Advisory Board (PAB), Planning Commission and Wellington Housing Authority (WHA). The Library Board has not held regular meetings; pursuant to Resolution No. 8-2018 the Board of Trustees (BOT) were appointed to serve as the Library Board.

The Board of Adjustments has five voting members and two alternates appointed by the BOT. The two alternates are current Board of Trustee members which is allowed pursuant to Chapter 2, Article 11, Section 10 of the municipal code. Current BOT members can only serve as alternates. The term of office is three years. There are no membership requirements or criteria listed in the municipal code for BOA. The BOA is not a typical advisory board as its role is quasi-judicial in nature.

The Community Activities Commission currently has seven voting members with one BOT who serves as a voting member.

- The role of the CAC is to develop and coordinate activities in Wellington.
- The CAC shall consist of five to seven members appointed by the Mayor and approved by the BOT to serve as representatives to the CAC. The term of office is three years; BOT terms coincide with their elected terms.
- The CAC shall prepare a recommended budget to be delivered to the Town Administrator by October 1 of each year for BOT consideration.
- Criteria to be a member includes:
 - Be at least 18 years of age, and
 - Residency within a seven-mile radius of the Town, or



- Ownership of a business which operates in the Town and holds a valid business license, or
- Employed or enrolled in a school operated by the Poudre School District and situated within the boundaries of the Town.

The Parks Advisory Board currently has seven voting members which includes one Trustee serving as a participating (voting) representative. The term of office is three years; BOT terms coincide with their elected terms.

- The role of the PAB is to serve the Town as an advisory public parks board and established to advise the BOT relative to the development and operations of the Town's park systems.
- Criteria to be a member includes:
 - Be at least 18 years of age, and
 - Residency within a seven-mile radius of the Town, or
 - Ownership of a business which operates in the Town and holds a valid business license, or
 - Employed or enrolled in a school operated by the Poudre School District and situated within the boundaries of the Town.

The Planning Commission currently consists of 7 members: 3 ex officio members consisting of the Mayor, a Trustee selected by the Mayor, a Trustee selected by the Board of Trustees and 4 citizens appointed by the Board of Trustees. The term of office is six years; the Mayor's term of office coincides with their elected term. Terms for Trustees appointed to the Planning Commission terminate when their elected term expires.

- The Planning Commission shall have the powers and authority concerning the application and enforcement of the Town Code as those powers are delegated to it by provisions of state law and by the specific provisions of the Town Code.
- There is no membership criteria identified in the municipal code.

The Wellington Housing Authority currently has five voting members appointed by the Mayor with the consent of the Board of Trustees. The Mayor may file with the Town Clerk a certificate of the appointment or reappointment of any member. No more than one member shall be an official of the Town. No more than one member of the WHA shall be an individual who is directly assisted by WHA and who may, if provided in a plan of the WHA, be elected by individuals directly assisted by the WHA. Terms of office are five years.

- The role of the WHA is to provide housing for eligible low-income individuals and families, through a contract with the U.S. Department of Housing and Urban Development. The Wellington Housing Authority contracts with the Housing Catalyst to manage the 28 family units and 14 senior units located to Wellington.

Criteria for membership is to be a resident of the Town or a resident of the surrounding community.

The Wellington Public Library is governed by a seven-member Library Board appointed by the Mayor and approved by the Board of Trustees. One or more members of the Board of Trustees may serve as members of the Library Board. The Library Board has not been holding regular meetings; pursuant to Resolution No. 8-2018 the Board of Trustees (BOT) were appointed to serve as the Library Board. There is no term of office



identified in the municipal code; the bylaws state the appointments are for five year terms. The bylaws also state that one Trustee shall be appointed each year for a five year term such that one or two terms will expire every year.

- Membership criteria is to be a resident of Larimer County and hold a Wellington Public Library borrowers card.

Items to discuss regarding boards and commissions could include but are not limited to:

- What do you see as the requirements to be a member of an advisory board?
- Should there be attendance requirements?
- What should the role of Trustees be on the various advisory boards? Should Trustees be voting members or liaisons (non-voting)?
- Should members of advisory boards be residents of the Town of Wellington? If not, what would be a reasonable radius and where would that radius be established from?
- What are the responsibilities of advisory board members to the Town? Potential discussion items could include areas such as representing themselves as advisory board members on social media, public actions, etc.
- Would you like a review of municipal code sections and bylaws of each of the advisory boards for updating?
- Are you pleased with the interview process established for advisory board members?

STAFF RECOMMENDATION

For discussion purposes.

ATTACHMENTS

None

Board of Trustees Meeting

Date: August 17, 2021
Submitted By: Patti Garcia, Town Administrator
Subject: Non-residential/Commercial Water Rates

- **Presentation: Patti Garcia, Town Administrator**

EXECUTIVE SUMMARY

Water rate adjustments have been ongoing since January, 2021. The next rates to be adjusted are the non-residential or commercial rates. The currently being addressed are related to businesses in Wellington; meter sizes range from 3/4" to 3" with correlating base rates.

BACKGROUND / DISCUSSION

Wellington currently has 137 non-residential accounts; 101 accounts have 3/4" meters, 25 accounts have 1" meters, 4 accounts have 1½" meters and 7 accounts have 2" meters. Commercial users currently consume 12% of the total water consumption and contribute 10% of the total billed revenues.

The current non-residential rates are as follows (no tiers were established):

Meter size	Monthly base fee	1st Tier Usage Per 1,000 gal	1st Tier Threshold gal/month	2nd Tier Usage Per 1,000 gal	2nd Tier Threshold gal/month	3rd Tier Usage Per 1,000 gal	3rd Tier Threshold gal/month
Non-Residential 3/4" Tap	\$18.86	\$3.65					
Non-Residential 1" Tap	\$45.07	\$3.65					
Non-Residential 1.5" Tap	\$118.73	\$3.65					
Non-Residential 2" Tap	\$126.03	\$3.65					

When the water rates were looked at in 2020 only residential rates were studied. Staff has looked at various models and talked to other municipalities to determine the most effective way to assess non-residential rates. There were several options discussed by staff:

- Option 1 - Figure the base rates using the pipe area; or
- Option 2 - Figure the base rates using the Sensus Data; or
- Option 3 - Not make any adjustments based on meter size and simply use the residential base rate and tiers for all water utility customers; or
- Option 4 - Increase the ¾" rate to \$66, the 1" base rate to \$103.62, make no changes to the 1½" base rate of \$118.73 or 2" base rate of \$126.03 and expand the tiers to non-residential water utility customers.

Option 1 was not fully investigated as the Wellington system impact fees were determined using Sensus data (related to flow rate and meter size).

Option 2 using the Sensus data was researched to keep consistency in the methodology for determining rates



and fees. The data was used for the non-residential rates using the highlighted Sensus factors below.

Meter Size (inch)	Equivalency Factor, based on Sensus Data	Equivalency Factor, based on pipe area
3/4"	1.00	1.00
1"	1.57	1.78
1-1/2"	4.57	4.00
2"	5.71	7.11
3"	14.29	16.00
4"	28.57	28.44

The base fee of \$66 is recommended to be used for residential and non-residential rates. Many municipalities do not differentiate between residential/non-residential/commercial rates and use the same base rate for ¾" meters. In going through the calculations for the larger meter sizes using the Sensus data, the base rates increased exponentially using \$66 as the base.

Meter size	Monthly base fee	# of accounts	1st Tier Usage Per 1,000 gal
Non-residential 3/4" Tap	\$66.00	100	\$4.56
Non-Residential 1" Tap	\$103.62	25	\$4.56
Non-Residential 1.5" Tap	\$301.62	4	\$4.56
Non-Residential 2" Tap	\$376.86	7	\$4.56
Non-Residential 3" Tap	\$943.14	0	\$4.56

Option 3 is to use the current rate system in place. This is not a normal practice but one that could be put in place until another water study is budgeted for. Those rates would be as follows:

Meter Size	Monthly Base Fee	1st Tier Usage Charge per 1,000 gal	1st Tier Threshold gal / month	2nd Tier Usage Charge per 1,000 gal	2nd Tier Threshold gal / month	3rd Tier Usage Charge per 1,000 gal	3rd Tier Threshold gal / month
Residential Single Tap	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential ¾"	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential 1"	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential 1.5"	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential 2"	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000

Option 4 is to increase only those established rates that are below the \$66 residential base rate and expand the tiers for non-residential customers.

Meter Size	Monthly Base Fee	1st Tier Usage Charge per 1,000 gal	1st Tier Threshold gal / month	2nd Tier Usage C harge per 1,000 gal	2nd Tier Threshold gal / month	3rd Tier Usage Charge per 1,000 gal	3rd Tier Threshold gal / month
Residential Single Tap	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential ¾" Tap	\$66.00	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential 1" Tap	\$103.62	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential 1.5" Tap	\$118.73	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000
Non-Residential 2" Tap	\$126.03	\$4.56	15,000	\$5.70	30,000	\$7.72	> 30,000

The non-residential consumption data is being reviewed to determine how many non-residential customers would hit the various tiers based on normal usage. This will be uploaded to the packet on Monday.

STAFF RECOMMENDATION

ATTACHMENTS

1. Non residential utility accounts_8.16.21

MILLER LANDSCAPE & L	Non-Res. - 3/4" Tap	3520 W HARRISON AVE
KENNETH PADILLA	Non-Res. - 3/4" Tap	3530 W GARFIELD AVE
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	4021 GRANT AVE
SHAW FABRIC	Non-Res. - 3/4" Tap	8013 FIRST ST
ProDESIGN SPECIALITIE	Non-Res. - 3/4" Tap	8013 FIRST ST
WELLINGTON ATHLETIC	Non-Res. - 3/4" Tap	8017 FIRST ST UNIT A
EAST FORK LLC	Non-Res. - 3/4" Tap	8121 FIRST ST
GROUSE LLC	Non-Res. - 3/4" Tap	8121 FIRST ST
WELLINGTON R & S LLC	Non-Res. - 3/4" Tap	8141 FIRST ST
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	3815 HARRISON AVE
PRO-DESIGN/DAN MASK	Non-Res. - 3/4" Tap	8317 FIRST ST
FIRST NATIONAL BANK O	Non-Res. - 3/4" Tap	4100 HARRISON AVE
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	4006 HAYES AVE
TERESA HUIZAR	Non-Res. - 3/4" Tap	4103 HAYES AVE
A & A STORAGE	Non-Res. - 3/4" Tap	8201 FIRST ST
CENTURYLINK	Non-Res. - 3/4" Tap	3702 MCKINLEY AVE
RICK/SHELLE NOVAK	Non-Res. - 3/4" Tap	3711 ROOSEVELT AVE
DYNAMIC IMAGE LLC	Non-Res. - 3/4" Tap	3711 ROOSEVELT AVE
ALBERT SCOTT	Non-Res. - 3/4" Tap	8133 SECOND ST
ZION LUTHERAN CHURC	Non-Res. - 3/4" Tap	8322 SECOND ST
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	3800 WILSON (LEEPER CENTER)
NORTH POUDRE IRRIGA	Non-Res. - 3/4" Tap	3850 EAST COUNTY ROAD 64
FRONT RANGE STEEL	Non-Res. - 3/4" Tap	3620 EAST COUNTY ROAD 62
THE BOYS AND GIRLS C	Non-Res. - 3/4" Tap	8445 THIRD ST
THE BOYS AND GIRLS C	Non-Res. - 3/4" Tap	8445 1/2 THIRD ST
DAVID/LAURA CHANDLE	Non-Res. - 3/4" Tap	8502 THIRD ST
BANNER HEALTH	Non-Res. - 3/4" Tap	7859 SIXTH ST
FREMONT ENVIRONMEN	Non-Res. - 3/4" Tap	8305 SIXTH ST
SALVADOR FLORES	Non-Res. - 3/4" Tap	3528 W CLEVELAND AVE
WELLPROP LLC	Non-Res. - 3/4" Tap	3700 CLEVELAND AVE
ANN LUCIER	Non-Res. - 3/4" Tap	3700 CLEVELAND AVE
LACOSTE LLC	Non-Res. - 3/4" Tap	3703 CLEVELAND AVE
AUTOMOTIVE OF WELLI	Non-Res. - 3/4" Tap	3703 CLEVELAND AVE
WELLINGTON PROPERTI	Non-Res. - 3/4" Tap	3706 CLEVELAND AVE
JACKQUELINE ISVANCA	Non-Res. - 3/4" Tap	3706 CLEVELAND AVE
PETTIT, COLLEEN	Non-Res. - 3/4" Tap	3711 CLEVELAND AVE
RIVER OF LIFE FELLOWS	Non-Res. - 3/4" Tap	3712 CLEVELAND AVE
KELLY MCDOWELL	Non-Res. - 3/4" Tap	3713 CLEVELAND AVE
RASHLEIGH, JONATHAN	Non-Res. - 3/4" Tap	3724 CLEVELAND AVE
WELLINGTON GRILL	Non-Res. - 3/4" Tap	3724 CLEVELAND AVE
PAPA'S TABLE	Non-Res. - 3/4" Tap	3728 CLEVELAND AVE
NORTH POUDRE IRRIGA	Non-Res. - 3/4" Tap	3729 CLEVELAND AVE
NORTH POUDRE IRRIGA	Non-Res. - 3/4" Tap	3733 CLEVELAND AVE
RUST VENTURES LLC	Non-Res. - 3/4" Tap	3734 CLEVELAND AVE
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	3735 CLEVELAND AVE (TOWN HALL)
ULRICH, HUB	Non-Res. - 3/4" Tap	3738 CLEVELAND AVE
MOBILE FOOD VENTURE	Non-Res. - 3/4" Tap	3738 CLEVELAND AVE
WELLINGTON AUCTION	Non-Res. - 3/4" Tap	3739 CLEVELAND AVE
SOUL SQUARED BREWIN	Non-Res. - 3/4" Tap	3740 CLEVELAND AVE
WELLINGTON FLOWERS	Non-Res. - 3/4" Tap	3743 CLEVELAND AVE
HALLIGAN, KELLY/GUY	Non-Res. - 3/4" Tap	3745 CLEVELAND AVE
HANSON COFFEE LLC	Non-Res. - 3/4" Tap	3745 CLEVELAND AVE
SOL DE JALISCO MEXICA	Non-Res. - 3/4" Tap	0 3748/3750 CLEVELAND

TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	3804 CLEVELAND AVE
INC, TTMM (PIZZA PALAC	Non-Res. - 3/4" Tap	3810 CLEVELAND AVE
KINZLI, LINDA/LOU	Non-Res. - 3/4" Tap	3818 CLEVELAND AVE
JIM MCINTOSH	Non-Res. - 3/4" Tap	3818 CLEVELAND AVE
U. S. POST OFFICE	Non-Res. - 3/4" Tap	3829 CLEVELAND AVE
PETER PRONKO	Non-Res. - 3/4" Tap	3744 CLEVELAND AVE
GRIFFIN MINISTRIES - JO	Non-Res. - 3/4" Tap	3906 CLEVELAND AVE
ILLA DROHMAN	Non-Res. - 3/4" Tap	3922 CLEVELAND AVE
VICKY/BRUCE BECKNER	Non-Res. - 3/4" Tap	8217 FIFTH ST
LOU/LINDA KINZLI	Non-Res. - 3/4" Tap	4006 CLEVELAND AVE
O'REILLY AUTO ENTERP	Non-Res. - 3/4" Tap	8155 SIXTH ST
COMMERCIAL COATINGS	Non-Res. - 3/4" Tap	8025 FIRST ST UNIT A
RICHARD SEAWORTH	Non-Res. - 3/4" Tap	8025 FIRST ST UNIT B
CDT PROPERTIES LLC	Non-Res. - 3/4" Tap	8025 FIRST ST UNIT C
POINTS WEST COMMUNI	Non-Res. - 3/4" Tap	8100 SIXTH ST
GKH HOLDINGS, INC.	Non-Res. - 3/4" Tap	8129 THIRD ST
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	8129 THIRD ST
SEAWORTH, RICHARD	Non-Res. - 3/4" Tap	8017 FIRST ST UNIT F,G
MATT BEENERS	Non-Res. - 3/4" Tap	8017 FIRST ST UNIT F,G
SEAWORTH AG INC.	Non-Res. - 3/4" Tap	8017 FIRST ST UNIT B,C,D,E
SEAWORTH AG INC	Non-Res. - 3/4" Tap	8017 FIRST ST UNIT B,C,D,E
ALLAN WINICK	Non-Res. - 3/4" Tap	3881 G W BUSH AVE
KUM & GO #934	Non-Res. - 3/4" Tap	8150 SIXTH ST
WELLINGTON VET CLINI	Non-Res. - 3/4" Tap	7837 SIXTH ST
BRIAN GRAVES	Non-Res. - 3/4" Tap	4000 WASHINGTON AVE
GILBERT VIGIL REVOCAB	Non-Res. - 3/4" Tap	7910 SIXTH ST
JOHNSTON BUILDINGS C	Non-Res. - 3/4" Tap	8251 WELLINGTON BLVD
CURTIS BRIDGES	Non-Res. - 3/4" Tap	9000 WEST FIRST STREET
FRANCISCO CANDELARI	Non-Res. - 3/4" Tap	9000 WEST FIRST STREET
THREE J INC	Non-Res. - 3/4" Tap	8900 W FIRST ST
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	8700 THIRD ST
TOWN OF WELLINGTON	Non-Res. - 3/4" Tap	SEWER PLANT
CAPTURIS	Non-Res. - 3/4" Tap	8099 SIXTH ST
MICHAEL EYER	Non-Res. - 3/4" Tap	8924 PIEPER RD
FULCRUMAIR CORP C/O	Non-Res. - 3/4" Tap	8924 PIEPER RD
PIEPER, JIM	Non-Res. - 3/4" Tap	8980 W FIRST ST
THOMAS KUJAWSKI	Non-Res. - 3/4" Tap	8980 W FIRST ST
BLUE SKY COMMERCIAL	Non-Res. - 3/4" Tap	8925 PIEPER RD BLDG A
VINTAGE CORPORATION	Non-Res. - 3/4" Tap	7590 LITTLE FOX LN BLDG 300
CARROLL INVESTMENT	Non-Res. - 3/4" Tap	8760 SIXTH ST
BRIAN KILLION	Non-Res. - 3/4" Tap	9054 PIEPER RD
HARVEST VILLAGE HOA	Non-Res. - 3/4" Tap	7465 THIRD ST (POOL)
GBR LLC	Non-Res. - 3/4" Tap	8950 PIEPER DR
4K INVESTMENTS LLC	Non-Res. - 3/4" Tap	9062 W FIRST ST
EARNIE MACQUIDDY	Non-Res. - 3/4" Tap	9063 PIEPER RD
5TH STREET LLC	Non-Res. - 3/4" Tap	7702 FIFTH ST
MERIDIAN TRUST FEDER	Non-Res. - 3/4" Tap	8205 WELLINGTON BLVD
ZIGGI'S COFFEE	Non-Res. - 3/4" Tap	7440 FIFTH STREET
RCC PROPERTIES LLC	Non-Res. - 1" Tap	3725 CLEVELAND AVE
INVOICES - CUMBERLAN	Non-Res. - 1" Tap	8211 SIXTH ST
CEDAR REAL ESTATE LL	Non-Res. - 1" Tap	4012 CLEVELAND AVE
LUBE STOP	Non-Res. - 1" Tap	8201 WELLINGTON BLVD
WELLINGTON FAMILY DE	Non-Res. - 1" Tap	7901 SIXTH ST SUITE A

RIDLEYS FAMILY MARKE	Non-Res. - 1" Tap	7670 FIFTH ST
PIEPER ENTERPRISES L	Non-Res. - 1" Tap	9102 PIEPER RD
PIEPER ENTERPRISES L	Non-Res. - 1" Tap	9102 PIEPER RD
HEILBRUNS OF COLORA	Non-Res. - 1" Tap	8400 SIXTH ST
TOWN OF WELLINGTON	Non-Res. - 1" Tap	BUFFALO CREEK PARK SOUTH
HIGHWEST LLC	Non-Res. - 1" Tap	8780 BONFIRE DR
RGSG PROPERTIES LLC	Non-Res. - 1" Tap	8910 PIEPER RD
WBC CONDOMINIUM AS	Non-Res. - 1" Tap	6598 BUTTERCUP DR
GMR CONTRACTING INC	Non-Res. - 1" Tap	6598 BUTTERCUP DR
FOUAD FAOUR	Non-Res. - 1" Tap	7250 FIFTH ST
TRAILHEAD CHURCH/JO	Non-Res. - 1" Tap	7250 FIFTH ST
WBC CONDOMINIUM AS	Non-Res. - 1" Tap	6556 BUTTERCUP DR
ALVARADO CONCEPT	Non-Res. - 1" Tap	8050 SIXTH ST
TST DEVELOPMENT GR	Non-Res. - 1" Tap	7935 SIXTH ST
H & M ENTERPRISE LLC	Non-Res. - 1" Tap	3999 G W BUSH AVE
HIGHWEST LLC	Non-Res. - 1" Tap	8775 BONFIRE DR
AWC FRAC TECHNOLOGI	Non-Res. - 1" Tap	8775 BONFIRE DR
SAGE MEADOWS HOA C/	Non-Res. - 1" Tap	6835 GRASSY RANGE DR (POOL HOU
LOT 4, WELLINGTON, CO	Non-Res. - 1" Tap	8305 WELLINGTON BOULEVARD
INTEGRITY LAND GROUP	Non-Res. - 1" Tap	6557 BUTTERCUP DRIVE
AVUNCULAR BOB'S T-BA	Non-Res. - 1 & 1/2" Tap	3803 CLEVELAND AVE
WELLCO OIL COMPANY	Non-Res. - 1 & 1/2" Tap	8214 SIXTH ST
KUM & GO #934	Non-Res. - 1 & 1/2" Tap	8150 B SIXTH ST
CAMERON INT	Non-Res. - 1 & 1/2" Tap	8750 SIXTH ST
POUDRE SCHOOL DISTR	Non-Res. - 2" Tap	4000 GRANT AVE
POUDRE SCHOOL DISTR	Non-Res. - 2" Tap	4000 WILSON AVE
WELLINGTON HOTELS L	Non-Res. - 2" Tap	7860 SIXTH ST
POUDRE SCHOOL DISTR	Non-Res. - 2" Tap	7000 THIRD ST
STITCHES ACCUTE CAR	Non-Res. - 2" Tap	7950 SIXTH ST
BIG T INVESTMENTS LLC	Non-Res. - 2" Tap	8310 SIXTH ST UNIT 2
TOWN OF WELLINGTON	Non-Res. - 2" Tap	BUFFALO CREEK PARK NORTH



Board of Trustees Meeting

Date: August 17, 2021

Submitted By:

Subject: Future Streets Projects and Budget Discussion

- **Presentation: Cody Bird, Planning Director, Bob Growing, Director of Public Works, Judith Tippetts, Finance Director**

EXECUTIVE SUMMARY

Town staff is evaluating short and long-term street maintenance and future transportation project needs. Limited revenues for street infrastructure combined with increasing needs for improving the roadways to meet the community's needs and desires results in a need to prioritize transportation-related project funding.

From 2017 to 2019, the Town was engaged with Larimer County and surrounding jurisdictions to participate in a regional transportation funding initiative. The initiative evaluated and proposed projects from each community and ultimately resulted in a proposal referred to the voters asking to collect a sales tax to fund priority transportation projects. Wellington's top priority regional transportation projects are attached for reference. The ballot initiative did not obtain voter approval, and therefore, projects did not receive funding assistance.

In addition to Wellington's proposed regional transportation projects, there are also other local road projects and maintenance projects that continue to need funding sources to advance those projects. Street Fund sheets from the 2021 approved budget are included for reference. The Street Fund revenues and expenditures pages are provided, and the 5-year Capital Improvement Projects (CIP) page is also included. With only a few CIP projects identified in the budget, future budget years are already underfunded to meet the long-term needs of the community. Prioritization of transportation projects is needed to best utilize available funding sources.

A list of short and longer-term transportation projects are identified on the attached sheet. Additional considerations are expected to be added as other transportation projects are evaluated. The purpose of discussing the transportation project needs, costs, and funding opportunities is to identify priority projects that require funding in the near future and evaluating which projects may be deferred to future years as other funding sources are identified. Prioritizing funding choices for transportation supports the Board of Trustee's Strategic Plan Infrastructure Goal 3: Create opportunities for transportation and stormwater management improvements. Prioritizing projects will also assist staff in identifying appropriate grants or other funding opportunities that are, or may become available, and supports Strategic Plan Growth and Development Goal 4: Develop partnerships for long term funding strategies.

BACKGROUND / DISCUSSION

STAFF RECOMMENDATION

ATTACHMENTS

1. Regional Transportation Project Descriptions
2. Streets Fund - 2021 Budget Sheets
3. Possible Transportation Project Needs

I-25 AND SH 1 INTERCHANGE

PROJECT 35

PROJECT LOCATION

The interchange of State Highway (SH) 1 and I-25 is located on the eastern side of Wellington. The interchange is the only interstate access provided to the community. SH 1 becomes Cleveland Avenue, one of the main downtown streets in Wellington, and provides a connection to Fort Collins.



WHY IS THE PROJECT NEEDED?

Residents of Wellington and unincorporated Larimer County as well as significant regional freight traffic rely on the interchange of SH 1 and I-25. Increasing use of the interchange has been causing delay creating unsafe conditions at the interchange.

WHAT IMPROVEMENTS ARE PROPOSED?

- Safety improvements
- Interchange improvements extending highway ramps
- Improve traffic signal functionality
- Multiuse path connecting eastern Wellington to downtown

PROPOSED INTERCHANGE AT I-25 AND SH 1:

PROJECT COST

TOTAL PROJECT COST: \$30 MILLION

Current funding commitments: \$500,000 from Wellington

A new countywide funding source would contribute partial funding towards this project; additional federal, state, local, and/or private funding would be required to complete this project.

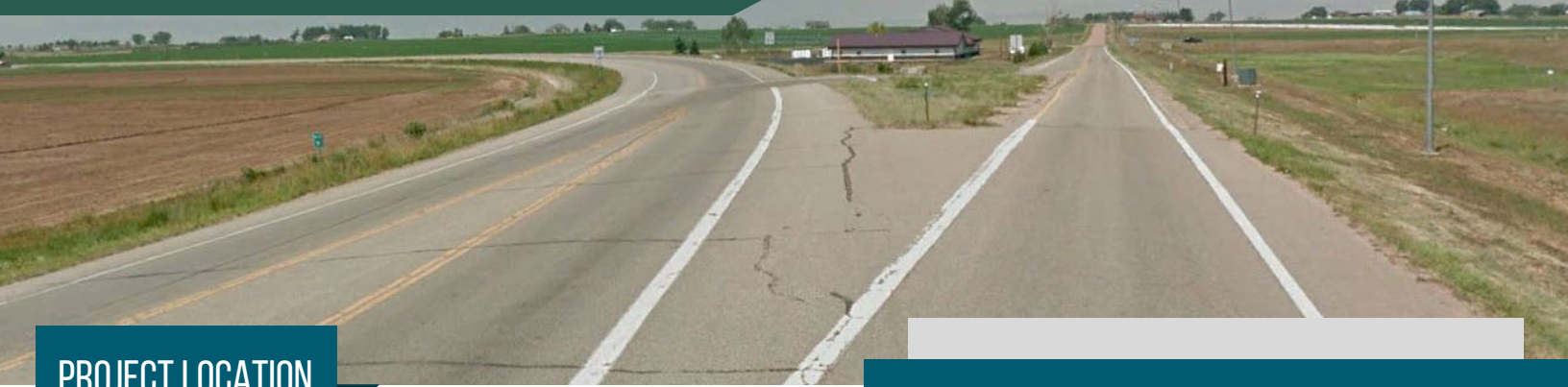
REGIONAL PROJECT BENEFITS

IMPROVEMENTS TO THE I-25 AND SH 1 INTERCHANGE WILL:

- Alleviate congestion at the interchange
- Increase connections for bicyclists and pedestrians
- Create a safer travel environment for all users

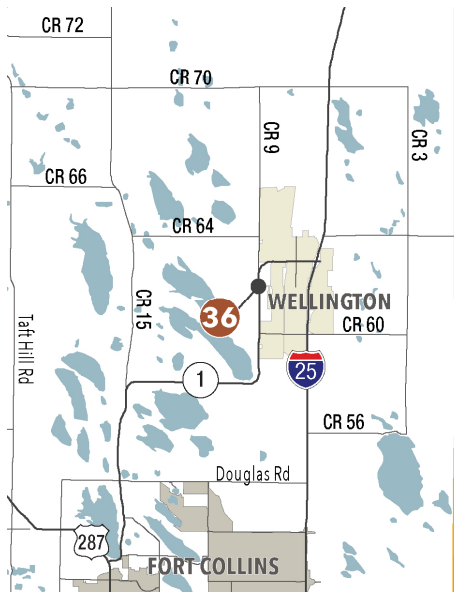
SH 1 AND LCR 62E INTERSECTION

PROJECT 36



PROJECT LOCATION

The intersection of SH 1 and LCR 62E is located on the western side of Wellington and serves as a gateway into the community as SH 1 is the primary connection to Fort Collins. SH 1 is a two-lane highway with a center-turn lane and narrow shoulders. LCR 62E is a two-lane road with narrow shoulders. The currently angle of the intersection is skewed.



WHY IS THE PROJECT NEEDED?

As development has continued in Wellington and northeastern Larimer County, SH 1 is increasingly used as a connecting route between Wellington and Fort Collins. The Poudre School District has plans for a new high school at the northwest corner of LCR 62E and LCR 9 which will increase traffic and regional trips passing through the intersection of SH 1 and LCR 62E.

WHAT IMPROVEMENTS ARE PROPOSED?

- Reconfiguration of SH 1 and LCR 62E
- Signalization and turn lanes at LCR 62E and LCR 9
- Pedestrian path adjacent to SH 1
- Safety improvements

PROJECT COST

TOTAL PROJECT COST: \$3 MILLION

Current funding commitments: none

REGIONAL PROJECT BENEFITS

IMPROVEMENTS TO THE SH 1 AND LCR62E INTERSECTION WILL:

- Improve safety and travel conditions for all users
- Provide a more reliable north/south travel route in Larimer County
- Improve comfort for bicyclists and pedestrians

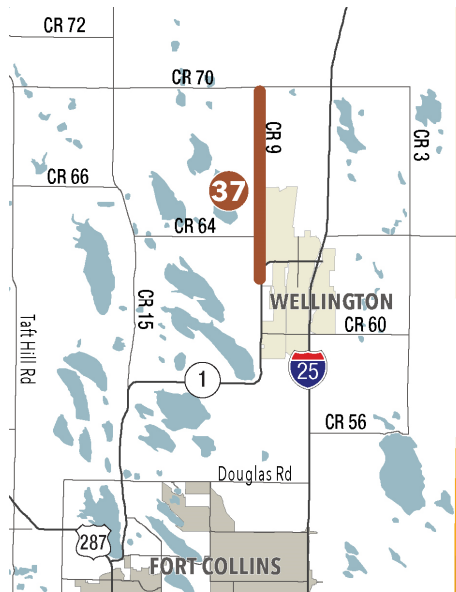
PROPOSED INTERSECTION AT SH 1 AND LCR62E:

LARIMER COUNTY ROAD 9

PROJECT 37

PROJECT LOCATION

Larimer County Road (LCR) 9 is a north/south route that parallels I-25 and provides a regional connection between Wellington and Owl Canyon Road. The rural road is currently two-lanes with very narrow shoulders.



WHY IS THE PROJECT NEEDED?

As development has continued in northeastern Larimer County, LCR 9 is increasingly used as a connecting route between unincorporated Larimer County, Wellington, and Fort Collins. The Poudre School District has plans for a new high school at the northwest corner of LCR 9 and LCR 62E which will increase traffic and regional trips along LCR 9.

WHAT IMPROVEMENTS ARE PROPOSED?

- Widening from 2 lanes to 4 lanes from SH 1 to LCR 64
- Addition turn-lanes from LCR 64 to Owl Canyon Road
- Signalization and intersection improvements at LCR 62E and LCR 9
- Wide shoulders for biking

PROPOSED LCR 19 CROSS-SECTION:

PROJECT COST

TOTAL PROJECT COST: \$3 MILLION

Current funding commitments: none

REGIONAL PROJECT BENEFITS

IMPROVEMENTS TO LCR 19 WILL:

- Improve safety and travel conditions for all users
- Provide a more reliable north/south travel route in northeastern Larimer County
- Support biking with the addition of wide shoulders

LARIMER COUNTY ROAD 58

PROJECT 38



PROJECT LOCATION

Larimer County Road (LCR) 58 between State Highway (SH) 1 and I-25 is located in northeastern Larimer County south of Wellington. LCR 58 is currently a rural, two-lane road with narrow shoulders. LCR 58 currently provides access to the I-25 Frontage Road but does not provide access to the interstate.



WHY IS THE PROJECT NEEDED?

Recent development in northeastern Larimer County and along the I-25 corridor has increased the number of trips on the interstate and on Larimer County roads. New interchanges are needed along the I-25 corridor to facilitate the increase in local and regional travel.

WHAT IMPROVEMENTS ARE PROPOSED?

- Addition of shoulders and turn lanes on LCR 58
- Intersection improvements at SH 1
- Railroad crossing improvements
- New interchange at I-25

PROPOSED IMPROVEMENTS TO LCR 58:

PROJECT COST

TOTAL PROJECT COST: \$35 MILLION

Current funding commitments: none

A new countywide funding source would contribute partial funding towards this project; additional federal, state, local, and/or private funding would be required to complete this project.

REGIONAL PROJECT BENEFITS

IMPROVEMENTS TO LCR 58 AND I-25 WILL:

- Expand regional connectivity and provide another entrance to Wellington from I-25
- Increase safety and trip reliability on a connector between SH 1 and I-25

STREET FUND

2021 Fund Projections

Overview

Revenues

Sales Tax	340,000
Road Impact Fee:	170,000
Motor Vehicle Spec. Ownership:	90,000
Motor Vehicle Registration Tax:	25,000
Motor Vehicle Use Tax:	500,000
Highway Users Tax:	263,000
Developer Road Fee Escrow	51,000
Street Cut Permits	7,000
Sale of Assets	1,000
Investment earnings	15,000
Road & Bridge Tax:	38,000
Total Revenue	1,500,000

Expenses

Admin/OH	547,077
Operating cost	335,592
CIP projects	2,251,567
Total Expenditure	3,134,236

Amount Available (1,634,236)

Projected 2020 FB	2,323,401
Projected 2021 Ending FB	689,165
Required FB	291,281

STREET FUND | Revenues

	2019 ACTUAL	2020 PROJECTED	2021 BUDGETED	PERCENTAGE CHANGE
Sales Tax	-	450,959	340,000	-25%
Motor Vehicle Spec. Ownership	101,449	98,899	90,000	-9%
Motor Vehicle Registration Tax	25,210	35,990	25,000	-31%
Motor Vehicle Use Tax	821,594	785,608	500,000	-36%
Highway Users Tax	327,548	247,563	263,000	6%
Road & Bridge Tax	38,137	39,749	38,000	-4%
BP Road Impact Fee	524,468	354,708	170,000	-52%
	1,838,405	2,013,476	1,426,000	-29%
Street Cut Permits	-	-	-	
Developer Road Fee Escrow	1,950	5,450	7,000	28%
	35,404	67,800	51,000	-25%
	37,354	73,250	58,000	-21%
Investment Earnings	23,784	12,725	15,000	18%
	23,784	12,725	15,000	0%
Sale of Assets	2,529	252	1,000	296%
	2,529	252	1,000	296%
	1,902,072	2,099,704	1,500,000	-29%

STREETS SERVICES SUMMARY | Expenditures

FUND/DIVISION - 203		2019 ACTUAL	2020 PROJECTED	2020 BUDGETED	2021 BUDGETED
Compensation & Benefits		-	-	-	-
Materials & Supplies		-	-	-	-
203-34-5214	Office Supplies	648	38	-	-
203-34-5241	Shop Supplies	6,046	3,231	7,000	7,000
203-34-5371	Cell Phone/Accessories	-	-	-	-
203-34-5422	Small Tools	213	2,271	3,000	3,000
203-34-5453	R&M Supplies - Street Sweeper	5,093	1,079	8,000	8,000
		12,000	6,619	18,000	18,000
Operations & Maintenance					
203-34-5231	Fuel, Oil & Grease	6,763	5,709	7,000	9,000
203-34-5233	R&M- Machinery & Equip. Parts	11,965	19,479	18,000	20,000
203-34-5240	Street Paint, Signs, & Parts	9,081	20,429	10,000	15,000
203-34-5244	Tires & Tubes	2,168	160	5,000	5,000
203-34-5341	Electricity	174,761	155,509	169,600	169,600
203-34-5342	Water	5,893	5,327	5,492	5,492
203-34-5355	Engineering Services	-	-	-	-
203-34-5356	Professional Services	1,600	-	-	-
203-34-5370	Safety Workwear Allowance	2,258	2,000	9,500	9,500
203-34-5372	Uniforms	1,841	-	-	-
203-34-5380	Travel & Training	1,000	-	-	-
203-34-5397	Weed Control	87	800	4,000	4,000
203-34-5423	Sand & Gravel & Roadbase	15,708	3,266	10,000	10,000
203-34-5424	Fabricated Material (Asphalt)	2,158	8,330	20,000	20,000
203-34-5425	Street Maint.-Crack Seal,etc.	3,830	-	10,000	10,000
203-34-5495	Miscellaneous	117	-	-	-
203-34-5533	Equipment Rental	552	1,500	3,000	3,000
203-34-5562	County Clerk Fees	41,089	37,500	27,250	32,000
203-34-5941	Safety & First Aid Kits	235	6,500	5,000	5,000
203-34-5943	Developer Escrow Refund	-	14,910	-	-
203-34-5942	Larimer County - I25 Improvement	15,697	-	16,000	-
		296,803	281,419	319,842	317,592
Transfer					
203-56-5000	Transfer to General Fund	549,862	506,938	506,938	547,077
203-56-5001	Transfer to Capital Projects Fund	-	656,440	1,073,450	2,251,567
		549,862	1,163,378	1,580,388	2,798,644
TOTAL EXPENDITURES		858,666	1,451,416	1,918,230	3,134,236

CAPITAL PROJECTS STREET FUND

Revenue Available for Capital Projects						
	2021 Budget	2022	2023	2024	2025	
Sales Tax	340,000	367,200	396,576	428,302	462,566	
Road Impact Fee:	221,000	221,000	221,000	390,000	475,000	
Motor Vehicle Spec. Ownership:	90,000	97,200	104,976	113,374	122,444	
Motor Vehicle Registration Tax:	25,000	27,000	29,160	31,493	34,012	
Motor Vehicle Use Tax:	500,000	540,000	583,200	629,856	680,244	
Highway Users Tax:	263,000	284,040	306,763	331,304	357,809	
Street Cut Permits	7,000	7,560	8,165	8,818	9,523	
Sale of Assets	1,000	1,080	1,166	1,260	1,360	
Investment earnings	15,000	16,200	17,496	18,896	20,407	
Road & Bridge Tax:	38,000	41,040	44,323	47,869	51,699	
Total Revenue:	1,500,000	1,602,320	1,712,826	2,001,172	2,215,065	
Less Operating Costs:	335,592	352,372	369,990	388,490	407,914	
Transfer	547,077	574,431	603,152	633,310	664,975	
Available for Capital Projects & Debt:	617,331	675,518	739,683	979,372	1,142,176	
Capital Expenditures						
	Prior Yr Cost	2021 Budget	2022	2023	2024	2025
Total Cost						
Equipment:						
Street Sweeper	244,000	244,000				
Vehicle Replacement	60,000		30,000		30,000	
Mower (2 Large)	40,000	40,000				
John Deere Gator	30,000	30,000				
Capital Projects:						
SF181 Old Town Street Repairs	1,403,871	449,440	449,440	504,991		
SF231 Street Rehabilitation	1,704,150			535,290	567,408	601,452
SF182 Newer Subdivision Seal Coat/Crack Fill	469,833	67,000	71,461	80,294	85,111	90,218
SF211 Highway 1 Intersection Improvements	5,000,000	750,000	2,250,000	2,000,000		
SF201 I-25 Interchange at Cleveland 30% Design	1,000,000	-	666,666	333,334		
SF202 Pavement Study	44,000	-	44,000			
Total Capital Equipment and Projects	\$516,440	2,251,567	\$3,238,074	\$2,615,584	\$682,519	\$691,670
2020 Fund Balance	2,323,401					
Available Funds		689,165	(1,873,391)	(3,749,292)	(3,452,439)	(3,001,933)
Minimum unassigned fund balance:						
33% of Expenditures or 110% Debt Service (Whichever is Larger)		291,281	305,845	321,137	337,194	354,054

Future Streets/Transportation Projects

Prioritization Considerations

Category	Project	Priority	Estimated Cost
New Infrastructure	CR58 Interchange & west to Giddings Rd/SH1		
	Adaptive Controllers (signalization timing and interconnects)		
	Sound Walls along I-25 (noise attenuation)		
	Park & Ride options		
	Bus Service between Wellington and Fort Collins and beyond		

Category	Project	Priority	Estimated Cost
Expansion/Widening	Intersection: I-25/SH1 Interchange Improvements		
	Intersection: CR9/CR62E/SH1 (by new high school)		
	Intersection: Frontage Road / Jefferson Ave.		
	Widening: 6h Street north		
	Widening: CR9 north of 62E		
	Widening: Washington Ave. including bridge over Boxelder Creek		
	Quiet Zone evaluation and implementation		

Category	Project	Priority	Estimated Cost
Maintenance/Repairs	Old Town streets repair projects		
	Repair and crack seal existing streets		
	Traffic calming for existing streets		
	Sidewalk rehab and gap fills		

Category	Project	Priority	Estimated Cost
Multi-modal/ADA	Grade separated pedestrian improvements		
	BNSF/SH1		
	I-25		
	ADA transition plan (improve ramps, accessibility, public facilities, etc.)		
	Trails		